

MONTAGUE COUNTY SHERIFF'S OFFICE

Sheriff Marshall W. Thomas
Chief Deputy Jack Lawson



(940) 894-2491 Administration
(940) 894-2871 Communications
(940) 894-2114 Fax

MAINTENANCE

REPORTS TO:

Jail Captain

JOB OVERVIEW:

Maintenance personnel are responsible for the overall maintenance of the jail facility as well as the Sheriff's Office. The jail is a 101- bed facility that is inspected by the Texas Commission of Jail Standards. All equipment and functions of the jail must be fully operational at all times to remain in compliance with jail regulations. Those functions include electrical, plumbing, mechanical and janitorial duties.

RESPONSIBILITIES AND DUTIES:

- Responsible for the electrical operations in the facility. Everything from changing light bulbs to maintaining emergency generators.
- Responsible for the plumbing in the facility.
- Responsible for some mechanical work in the facility including emergency generators, jail doors, and other activities.
- Responsible for janitorial duties in the Sheriff's Office and some janitorial duties in the jail.

QUALIFICATIONS:

- High School diploma or GED
- Must be at least 18 years of age
- Must be enrolled in a TCOLE licensed jailer course within 90 days of employment and then successfully complete the course. (Must have jailer's license to be in the area with inmates).
- Be able to pass an extensive background investigation.
- Be able to pass a physical and psychological examination as well as a drug screen.
- Must have a valid Texas Drivers License or be willing and able to obtain one. Cannot be prohibited by state or federal law from operating a motor vehicle.
- Must not have been arrested for any reason within the past 5 years, no matter the disposition of the arrest.
- Must not have a conviction of Driving While Intoxicated or Driving Under the Influence of Drugs within the past 5 years.
- Must not have ever been convicted of any type of felony offense.
- No military discharge under less than honorable conditions.
- No jail commission license denied or revoked by final order.
- Knowledge of electrical, mechanical, and janitorial operations.